

UNITED STATES DISTRICT COURT
NORTHERN DISTRICT OF CALIFORNIA

ROBERT JORDAN,

Plaintiff (s),

v.

NATIONSTAR MORTGAGE LLC,
Defendant(s).

No. C 14-00787 MEJ

**ORDER SETTING INITIAL CASE
MANAGEMENT CONFERENCE
AND ADR DEADLINES**

IT IS HEREBY ORDERED that this action is assigned to the Honorable Maria-Elena James. When serving the complaint or notice of removal, the plaintiff or removing defendant must serve on all other parties a copy of this order, the Notice of Assignment of Case to a United States Magistrate Judge for Trial, and all other documents specified in Civil Local Rule 4-2. Counsel must comply with the case schedule listed below unless the Court otherwise orders.

IT IS FURTHER ORDERED that this action is assigned to the Alternative Dispute Resolution (ADR) Multi-Option Program governed by ADR Local Rule 3. Counsel and clients shall familiarize themselves with that rule and with the material entitled "Dispute Resolution Procedures in the Northern District of California" on the Court ADR Internet site at cand.uscourts.gov/adr. A limited number of printed copies are available from the Clerk's Office for parties in cases not subject to the court's Electronic Case Filing program (ECF).

IT IS FURTHER ORDERED that plaintiff or removing defendant serve upon all parties the brochure entitled "Consenting To A Magistrate Judge's Jurisdiction In The Northern District Of California," additional copies of which can be downloaded from the following Internet site: <http://www.cand.uscourts.gov>.

CASE SCHEDULE -ADR MULTI-OPTION PROGRAM

Date	Event	Governing Rule
2/21/2014	Complaint filed	
5/8/2014	<p>*Last day to:</p> <ul style="list-style-type: none"> meet and confer re: initial disclosures, early settlement, ADR process selection, and discovery plan file ADR Certification signed by Parties and Counsel (form available at cand.uscourts.gov) file either Stipulation to ADR Process or Notice of Need for ADR Phone Conference (form available at cand.uscourts.gov) 	<p><u>FRCivP 26(f) & ADR L.R.3-5</u></p> <p><u>Civil L.R. 16-8 (b) & ADR L.R. 3-5(b)</u></p> <p><u>Civil L.R. 16-8 (c) & ADR L.R. 3-5(b) & (c)</u></p>

5/22/2014	Last day to file Rule 26(f) Report, complete initial disclosures or state objection in Rule 26(f) Report and file Case Management Statement per attached Standing Order re Contents of Joint Case Management Statement (also available at cand.uscourts.gov)	<u>FRCivP 26(a) (1)</u> <u>Civil L.R. 16-9</u>
5/29/2014	INITIAL CASE MANAGEMENT CONFERENCE (CMC) in Ctrm. B, 15th Floor, SF at 10:00 AM	<u>Civil L.R. 16-10</u>

*If the Initial Case Management Conference is continued, the other deadlines are continued accordingly.

United States District Court Northern District of California

ECF Registration Information Handout

Electronic Case Filing (ECF or "e-filing") is mandatory for all civil cases in this court. Please refer to Civil Local Rule 5-1 for the Court's rules pertaining to electronic filing. Special procedures apply to initiating documents (complaints; notices of removal); after that, attorneys must e-file in this case.

Parties who are representing themselves pro se (without attorney representation) are not required to e-file and, in fact, may e-file only with the permission of the assigned judge.

Please review and attend to the following important notes and tasks:

- Serve this ECF Registration Information Handout on all parties in the case along with the complaint or removal notice and the other documents generated by the court upon filing.
- Email (DO NOT E-FILE) the complaint or removal notice and all attachments, in PDF format, within ten (10) business days, to the assigned judge's PDF email address. Find the judge's email address at cand.uscourts.gov/judges; find more information on this step at cand.uscourts.gov/ECF. Include in the subject line of the email:
 - o Case number
 - o Judge's initials
 - o Type of document(s) you are sending (e.g, "Complaint & TRO")

Do not separately e-file these documents; court staff will perform this task. All other documents from this point forward in the case must be e-filed, including the returned summons.

- If not already registered, each attorney in the case must register to become an e-filer at cand.uscourts.gov/ECF. Your ECF registration is valid for life in this district; please do not register more than once.

IMPORTANT NOTICE: by signing and submitting to the court a request for an ECF user id and password, you consent to entry of your email address into the court's electronic service registry for electronic service on you of all e-filed papers, pursuant to rules 77 and 5(b)(2)(d) of the Federal Rules of Civil Procedure.

- If you are a party and do not have an attorney and would like to e-file in the case, please visit cand.uscourts.gov/ECF/proseregistration for instructions and information. Unless and until the assigned judge has given you permission to e-file, you are required to file and serve papers in hard copy (paper) form.
- Access dockets and documents using your PACER (Public Access to Court Electronic Records) account. If your firm already has a PACER account, please use that account. It is not necessary to have individual PACER accounts for each user in your office. To set up an account, visit: pacer.gov or call (800) 676-6856.

ECF interactive tutorials, instructions for e-filing and other information are available at: <http://cand.uscourts.gov/ECF>

WELCOME TO THE U.S. DISTRICT COURT
SAN FRANCISCO OFFICE HOURS:
9:00 A.M. TO 4:00 P.M.
415.522.2000
www.cand.uscourts.gov

In addition to the local rules, the following guidelines have been provided to ensure that the filing process is accomplished with ease and accuracy. For additional information or assistance, please call the above number during office hours.

1. Documents are to be filed in the Clerk's Office at the location of the chambers of the judge to whom the action has been assigned. We do not accept filings for cases assigned to judges or magistrate judges in the Oakland or San Jose division, per Civil L.R. 3-2(b).
2. This office will retain the original plus one copy of most documents submitted. We will conform as many copies as you bring for your use. Related cases require an extra copy for each related action designated.
3. The copy retained goes directly to the assigned Judge. Courtesy copies, or instructions for couriers to deliver a copy directly to chambers are inappropriate, unless you have been instructed to do so by court order.
4. In order to facilitate the file stamping process, each original document should be submitted on top of its copies. In other words, group like documents together (as opposed to a set of originals and separate sets of copies).
5. The case number must indicate whether it is a civil or criminal matter by the inclusion of **C** or **CR** at the beginning of the number. Miscellaneous and foreign judgment matters should also be indicated with initials **MISC** at the end of the case number.
6. The document caption should include the appropriate judge or magistrate judge involved in a particular matter or before whom an appearance is being made. This is especially important when submitting Settlement Conference Statements.
7. Documents are to be stapled or acco-fastened at the top. Backings, bindings and covers are not required. Two holes punched at the top of the original document will facilitate processing.
8. Appropriately sized, stamped, self-addressed return envelopes are to be included with proposed orders or when filing documents by mail.
9. Proofs of service should be attached to the back of documents. If submitted

separately, you must attach a pleading page to the front of the document showing case number and case caption.

10. There are no filing fees once a case has been opened except for a Notice of Appeal.
11. New cases must be accompanied by a completed and signed Civil Cover Sheet, the filing fee or fee waiver request form and an original plus **two** copies of the complaint and any other documents. For Intellectual Property cases, please provide an original plus **three** (3) copies of the complaint. Please present new cases for filing before 3:30 p.m., as they take a considerable amount of time to process.
12. Copies of forms may be obtained at no charge. Forms and local rules are available at our website: www.cand.uscourts.gov for a no-cost download. They may also be picked up in person from the Clerk's Office forms cabinet or with a written request accompanied by an appropriate sized, stamped, self-addressed envelope for return. In addition, copies of the Local Rules may be obtained, free of charge, in the Clerk's Office or by sending a written request, along with a self-addressed, 10" x 14" return envelope, stamped with \$ 7.50 postage to: Clerk, U.S. District Court, 450 Golden Gate Avenue, 16th Floor, San Francisco, CA 94102.
13. Two computer terminals which allow public access to case dockets and one terminal with information regarding files at the Federal Records Center (FRC) are located in the reception area of the Clerk's Office. Written instructions are posted by the terminals. Outside of the Clerk's Office, electronic access to dockets is available through PACER. To obtain information or to register call 1-800-676-6851.
14. A file viewing room is located adjacent to the reception area. Files may be viewed in this area after signing the log sheet and presenting identification. Files are to be returned by 1:00 pm. Under no circumstances are files to be removed from the viewing room.
15. The Clerk's Office can only accept payment by exact change, check made payable to Clerk, U.S. District Court, or credit card if paying in person.
16. Two pay copy machines are located in the file viewing room for public use, at twenty-five cents (\$.25) per page or by purchasing a copy card. Orders for copy work may be placed through Colour Drop by phoning 415-353-5720. Arrangements may be made to bring in a personal copier by calling the Clerk's Office in advance.
17. Drop boxes for filing when the Clerk's Office is closed are available. Please visit our website for further details: <http://www.cand.uscourts.gov/dropbox>

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2
3 IN THE UNITED STATES DISTRICT COURT
4
5 NORTHERN DISTRICT OF CALIFORNIA
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7 NOTICE OF ASSIGNMENT OF CASE
8
9 TO A UNITED STATES MAGISTRATE JUDGE FOR TRIAL

10 Pursuant to General Order 44, the Assignment Plan of the United States District Court for
11 the Northern District of California, this case has been randomly assigned to Magistrate Judge
12 Maria-Elena James.

13 Pursuant to Title 28 U.S. C. § 636(c), with written consent of all parties, a magistrate judge
14 may conduct all proceedings in the case. Attached is a form to complete if you consent to proceed
15 before the assigned magistrate judge and a form to complete if you decline to proceed before the
16 assigned magistrate judge. Electronic versions of both forms are also available at the Court's
17 Internet site: <http://www.cand.uscourts.gov>. Click on Forms-Civil. A party is free to withhold
18 consent without adverse consequences. If a party declines to consent, the case will be randomly
19 reassigned to a district judge and a case management conference will be scheduled on the district
20 judge's calendar as close as possible to the date presently scheduled before the magistrate judge.

21 Plaintiffs or removing parties must file a consent or declination within 14 days of the filing
22 of the complaint or removal. All other parties must file a consent or declination within 14 days of
23 appearing in the case.

24 The plaintiff or removing party shall serve a copy of this notice and all attachments upon all
25 other parties in the action pursuant to Federal Rules of Civil Procedure 4 and 5.

26 FOR THE COURT,

27 RICHARD W. WIEKING, CLERK

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